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14 APR 1981

MEMORANDUM FOR: Deputy Director for Administration

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FROM:

[REDACTED] Director of Training and Education

SUBJECT: Request for Approval of a Communications
Equipment Room in Chamber of Commerce
Building [REDACTED]
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1. One of the critical items in the long-range space planning for the Office of Training and Education in the Chamber of Commerce (CofC) Building is the construction and the furnishing of a communications equipment room.

2. The construction of a communications equipment room would allow for enhanced and expanded data communications facilities as well as meeting the requirement to provide instruction in the newly developed computer-based systems SAFE and CAMS. This would give us greater scheduling flexibility and allow for an increase in the number of students per course. As the automation needs of OTE are developed, the increased communications network will permit the expansion of terminals throughout the building, thereby reducing the cost of piecemeal and patchwork add-ons as has been previously practiced.

3. The present time appears to be most opportune to move ahead with this proposal. The Office of Communications has recently advised OTE that they will make available to us the necessary equipment for this facility. This was budgeted by them in FY-81, and the Commo equipment can be installed as soon as the room has been made ready. OTE has budgeted for the construction of such a facility in FY-83. Therefore OTE would require unfunded monies in FY-81 or FY-82 to complete this project.

4. The Office of Logistics has estimated that OD&E will vacate their holdings in the CofC Building in the summer or fall of 1981. OTE has requirements for a sizeable portion of the OD&E space following their relocation. Specific requirements of our future needs will be the subject of a separate memorandum. Our immediate priority is to request a commitment for the footage

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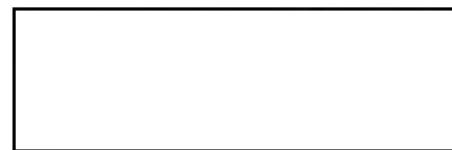
SUBJECT: Request for Approval of a Communications Equipment Room in the Chamber of Commerce Building

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needed on the 5th floor (1120 square feet) immediately below the Data Access Center so that a work order can be prepared for the modification of that area, along with engineering drawings and vendor competitive bidding. The exact cost of the construction will be known following a study by the Architectural Design Staff, Office of Logistics.

5. Your approval is requested for the assignment of Room 502 and 505 in the CofC Building (1120 square feet) to OTE for the planning of a communications equipment room.

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APPROVED:

Deputy Director for Administration

Date

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